

Bagwell & Corley Law Firm, PC

Tjay M. Bagwell, Esquire and Stephanie M. Corley, Esquire
Scott C. Allmon, Esquire

<u>Walhalla Office</u> 603 W. Main St. (PO Box 400) Walhalla, SC 29691	<u>Seneca Office</u> 10121 Clemson Blvd., Suite D Seneca, SC 29678	<u>Powdersville Office</u> 4891 Hwy 153, Suite D Easley, SC 29642	<u>Anderson Office</u> 100 Miracle Mile Dr, Suite F Anderson, SC 29621
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Walhalla Office - Phone (864) 718.0777 Fax (864) 718.0776
Easley, Anderson and Seneca Offices - Phone (864) 886.8123 Fax (864) 886.8124
office@bagwellcorley.com www.bagwellcorley.com

Real Estate • Personal Injury • Wills/Estate Planning • Business Formation • Foreclosure • Action to Quiet Title

Buyer Closing Information

We appreciate in advance your return of the following information so that we may bring your transaction to a successful closing as efficiently and accurately as possible. Thank you for giving us the privilege of serving you.

SECURITY ALERT: Any emails sent from Bagwell & Corley will come from an email address ending in "**@bagwellcorley.com**" Always double-check any emails purporting to be from our firm to make sure this is the case.

Within the real estate closing industry, there has been a rash of fraudulent emails purportedly sent from closing attorneys and real estate agents asking buyers, lenders, etc. to send funds to an erroneous account, usually via a wire transfer. In the event you receive any emails asking you to wire funds, or any other suspicious communications, please contact us at (864) 886-8123(for Seneca) or (864)718-0777(for Walhalla) immediately to verify that this communication is from Bagwell & Corley Law Firm, PC. DO NOT send any funds to any accounts until you have verified wiring instructions by phone directly with our office.

I have read and understand the above disclosure.

Signature of Buyer

Buyer Name(s): _____

Please write legal names including middle names for everyone who is going to own the property. Everyone who will own the property, even if they will not be on the loan, have to be at closing

Phone Number: _____ Email: _____

Buyer's Current Mailing Address: _____

Property Address: _____

Estimated Closing Date: _____

Bagwell & Corley Law Firm Office Location Requested (circle one): Walhalla or Seneca or Powdersville or Anderson

Buyer's Realtor: _____ Realtor's State License ID: _____

Agency: _____ Agency's State License ID: _____

Address: _____

E-mail: _____ Phone: _____

Commission of _____ % or \$ _____

Lender: _____ Contact: _____
Phone Number: _____ Email: _____

Hazard Insurance Info: Insurance Agent: _____
Phone Number: _____

**We will need a copy of the Hazard Insurance Declaration Page faxed to us prior to closing

Are all buyers attending closing? Yes / No

If not, please provide overnight address or email address: _____

We will need invoices that you want collected on the HUD/CDF in advance. Please make sure they are sent to us at least 7 days before closing date! Realtors usually fill this part out.

Termite Letter Yes / No Company: _____ Amount: _____ Paid by: _____

Home Warranty Yes / No Company: _____ Amount: _____ Paid by: _____

Home Inspection Yes / No Company: _____ Amount: _____ Paid by: _____

Survey Yes / No Company: _____ Amount: _____ Paid by: _____

Additional Information:

1. Please notify the office immediately if your name is misspelled on any documents.
2. Please bring 2 forms of identification to closing. The first form has to have a photo; state issued driver license, state issued id card or military ID card. The second form can be a second photo id, voter registration card, social security card, birth certificate, paycheck stub with name, most recent W-2, most recent signed tax returns, or recent utility bill.
3. All buyers listed on the contract and who will own the property, even if they are not on the loan, will need to be at the closing to sign documents.
4. **If required to bring any funds to closing over \$1,000, it must be by wire transfer. Please contact us for wiring instructions.**
5. Please check with the lender prior to closing to see if the lender requires any other items to be brought to closing.

Please let us know, in advance, if you have any special requests (i.e power of attorney, mailaway, etc.)

If you have any questions, please do not hesitate to call.